

**REPORT TO MAYOR AND COUNCIL**

TO THE HONORABLE MAYOR AND COUNCIL:

DATE: March 11, 2014

SUBJECT: APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES OF CONCORD IN THE NOT-TO-EXCEED AMOUNT OF \$380,000 TO PROVIDE CIVIL ENGINEERING DESIGN, ENVIRONMENTAL AND RIGHT-OF-WAY SERVICES FOR PROJECT NO. 2239 (CENTRAL CONCORD PEDESTRIAN IMPROVEMENTS & STREETScape PROJECT); AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AGREEMENT (FUNDED BY: MEASURE-J TLC, GAS TAX, AND MEASURE-C FUNDS)

Report in Brief

Staff recommends that the City Council approve a Professional Services Agreement with Harris & Associates in the not-to-exceed amount of \$380,000 to provide Civil Engineering Design, Environmental and Right-of-Way Services for Project No. 2239 (Central Concord Pedestrian Improvements & Streetscape Project); and authorize the City Manager to execute the agreement.

Background

In June 2012, the City Council approved Project No. 2239 (Central Concord Pedestrian Improvements & Streetscape Project) when it adopted the FY 2012-13 Capital Improvement Program (CIP) Ten Year Plan. This project includes the following components:

- Installation of a traffic signal at the intersection of Clayton Road and Sutter Street, as well as adjacent landscaping in the median island on Clayton Road between Mira Vista Terrace and Sutter Street;
- Rehabilitation of the asphalt pavement on Willow Pass Road between Market Street and Galindo Street, widening the sidewalk that fronts the Park and Shop shopping mall, as well as construction of crosswalk upgrades along Willow Pass Road at Market Street, Gateway Boulevard, Fry Way, Sutter Street, and Galindo Street; and
- Installation of miscellaneous enhancements in the Downtown area that include: way-finder kiosks, tree lighting, bike lockers, trash receptacles, refinishing of streetlight light poles, and intersection improvements (consisting of curb ramp and crosswalk upgrades) at 27 downtown intersections.

**APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH HARRIS &
ASSOCIATES IN THE NOT-TO-EXCEED AMOUNT OF \$380,000 TO PROVIDE
CIVIL ENGINEERING DESIGN, ENVIRONMENTAL AND RIGHT-OF-WAY
SERVICES FOR PROJECT NO. 2239 (CENTRAL CONCORD PEDESTRIAN
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The project's primary source of funding is a \$2,458,200 Measure-J Transportation for Livable Communities (TLC) Grant which will be overseen by the Contra Costa Transportation Authority (CCTA). At its regular November 2013 Board Meeting, CCTA approved an initial allocation of \$458,600 of the grant funds to be used for Design, Environmental and Right-of-way services for the project.

Discussion

In November 2013 Engineering staff solicited proposals from three consultants, who hold Master Agreements with the City, to provide Civil Engineering Design, Environmental and Right-of-Way (ROW) services for Project No. 2239. Two proposals were received. Upon review of the proposals, Harris was selected as the firm with the best understanding and ability to deliver the project. Staff negotiated a not-to-exceed contract in the amount of \$380,000, which includes the completion of Conceptual Design documents, Environmental and ROW services, and the preparation of the final design plans, specifications, and engineers estimate package. The proposal includes a detailed description of Harris's understanding of the project and their design approach, as well as a task-oriented matrix with deliverables for each task.

Harris has previously undergone a competitive interview process with the City, the results of which allowed them to enter into a Master Agreement in July 2012 to provide design services. Harris has also recently completed designs for one of the City's Downtown Sewer Projects, Project No. 2187 (Citywide Sanitary Sewer Main Extension).

Staff anticipates that Harris will begin work on this project in mid-March, with an estimated completion date of February 2015.

Fiscal Impact

The budget for Project No. 2239 is \$3,540,700, which is sufficient to fully fund remaining work, including construction, as well as this \$380,000 Professional Services Agreement.

Public Contact

The City Council Agenda was posted.

APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES IN THE NOT-TO-EXCEED AMOUNT OF \$380,000 TO PROVIDE CIVIL ENGINEERING DESIGN, ENVIRONMENTAL AND RIGHT-OF-WAY SERVICES FOR PROJECT NO. 2239 (CENTRAL CONCORD PEDESTRIAN IMPROVEMENTS & STREETScape PROJECT); AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AGREEMENT

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Recommendation for Action

Staff recommends that the City Council approve a Professional Services Agreement with Harris & Associates in the not-to-exceed amount of \$380,000 to provide Civil Engineering Design, Environmental and Right-of-Way Services for Project No. 2239 (Central Concord Pedestrian Improvements & Streetscape Project); and authorize the City Manager to execute the Agreement.

Prepared by: Jeff Rogers, PE
Project Manager
jeff.rogers@cityofconcord.org

Prepared by: Robert Ovadia
City Engineer
robert.ovadia@cityofconcord.org



Valerie J. Barone
City Manager
valerie.barone@cityofconcord.org

Reviewed by: Victoria Walker
Director of Comm. & Econ. Develop.
victoria.walker@cityofconcord.org

Attachment 1: Location Map
Attachment 2: Professional Services Agreement

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Legend

-  New Crosswalks
-  Rehabilitated Crosswalks
-  Sidewalk
-  Class III Bike Lane
-  Tree Lights
-  Project Limits
-  New Traffic Signal

-  1 Wayfinder-Kiosks
-  2 Qty-8 Bike Lockers
-  3 Re-finish st Lt Poles
-  4 upgraded trash/recycle depositories



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AGREEMENT FOR PROFESSIONAL SERVICES

1 THIS AGREEMENT ("Agreement") is entered into on **March 11, 2014** between the City of
2 Concord (the "CITY") and **Harris & Associates, Inc.**, 1401 Willow Pass Road Suite 500, Concord,
3 California 94520 (the "CONSULTANT").

4 THE PARTIES ENTER THIS AGREEMENT based upon the following facts, understandings
5 and intentions:

6 The CITY desires to contract with **Harris & Associates, Inc.** and **Harris & Associates, Inc.**
7 to contract with the CITY for provision by **Harris & Associates, Inc.** to the CITY for professional
8 services in connection with **Project No. 2239 (Central Concord Pedestrian Improvements &**
9 **Streetscape Project)** as further described herein, upon the terms and conditions hereinafter set forth.

10 NOW, THEREFORE, IN CONSIDERATION of the mutual covenants and promises of the
11 parties herein contained, the parties hereto agree as follows:

12 **1. Effective Date.** The effective date of this Agreement is **March 11, 2014**.

13 **2. Services.** CONSULTANT shall provide Design Services During Construction for
14 Project No. 2239 (Central Concord Pedestrian Improvements & Streetscape Project) described in
15 detail in Exhibit A, proposal from **Harris & Associates, Inc.** dated February 5, 2014 attached hereto
16 and made a part hereof.

17 **3. Amendment.** If authorized, CONSULTANT shall furnish additional services, which
18 are in addition to the basic services. If additional services are requested by CITY, this Agreement may
19 be amended, modified, or changed by the parties subject to mutual consent by execution of an
20 addendum by authorized representatives of both parties setting forth the additional scope of services to
21 be performed, the performance time schedule, and the compensation for such services.

22 **4. Authorized Representatives.** Authorized representatives shall represent CITY and
23 CONSULTANT in all matters pertaining to the services to be ordered by CITY or rendered by
24 CONSULTANT under this Agreement except where approval for the CITY is specifically required by
25 the City Council. All requirements of CITY pertaining to the services to be rendered under this
26 Agreement by CONSULTANT shall be submitted through these representatives and CITY shall
27 cooperate with CONSULTANT in all matters relating to this Agreement in such a manner as will
28 result in the performance of such work without delay.

1 CITY's authorized representative is authorized to execute on behalf of CITY, amendments to
2 the agreement, including amendments providing for additional compensation to CONSULTANT, not
3 to exceed \$40,000, throughout the remaining term of the agreement. The City Manager is authorized
4 to execute amendments to the agreement on behalf of CITY, including additional compensation to
5 CONSULTANT, in an amount not to exceed \$50,000, throughout the remaining term of the
6 agreement and term adjustments as provided for in Section 6. Any amendments providing for
7 additional compensation or extension of the term of this agreement beyond that authorized in Section
8 6 must be approved by the City Council.

9 The CITY authorized representative is Robert Ovadia, P.E., City Engineer of the Community
10 and Economic Development Department - Engineering Services. The CONSULTANT authorized
11 representative is Vern Phillips, Senior Vice President.

12 **5. Compensation.** CONSULTANT shall be compensated on a time and materials basis
13 not to exceed **\$380,000** for basic services rendered under Section 2, as more particularly described in
14 Exhibit A, Compensation; and CONSULTANT shall be compensated for additional services rendered
15 under Section 3, as more particularly described in a fully approved and executed addendum to this
16 Agreement.

17 CONSULTANT may submit monthly statements for basic and additional services rendered. It
18 is intended that payment to CONSULTANT will be made by CITY within (30) days of receipt of
19 invoice.

20 Where the City is not the final authority over the work product, [or portion thereof], the City
21 reserves the right to withhold 10% of the compensation amount under the Agreement, until such time
22 as the final authority or agency provides comments regarding the work product [or portion thereof],
23 and these are satisfactorily incorporated into the work product, [or portion thereof]; OR approval is
24 granted for the work product [or portion thereof] by the final approving authority/agency.

25 **6. Term.** The term of this Agreement, subject to termination as set forth in Section 13,
26 shall be from the effective date through **June 30, 2015**.

27 The CITY's Authorized Representative or City Manager may extend the term of the agreement
28 for a period not to exceed 12 months if necessary for the CONSULTANT to complete the Scope of

1 Work or any additional Scope of Work previously authorized by the CITY. Such Extension of time
2 shall be in writing by a duly executed addendum or amendment to this agreement.

3 **7. Standard of Performance.** CONSULTANT represents to CITY that the services shall
4 be performed in an expeditious manner, and with the degree of skill and care that is required by
5 current, good, and sound procedures and practices. CONSULTANT further agrees that the services
6 shall be in conformance with generally accepted professional standards prevailing at the time work is
7 performed.

8 **8. Performance by Consultant.** CONSULTANT shall not employ other consultants or
9 contractors without the prior written approval of the CITY. CONSULTANT hereby designates the
10 CONSULTANT'S representative as the person primarily responsible for the day-to-day performance
11 of CONSULTANT'S work under this Agreement. CONSULTANT shall not change the
12 CONSULTANT'S representative without the prior consent of the CITY. Unless otherwise expressly
13 agreed by the CITY, CONSULTANT'S representative shall remain responsible for the quality and
14 timeliness of performance of the services, notwithstanding any permitted or approved delegation
15 hereunder.

16 **9. Ownership and Maintenance of Documents.** All documents furnished by
17 CONSULTANT pursuant to this Agreement are instruments of CONSULTANT's services in respect
18 to this project. They are not intended nor represented to be suitable for reuse by others on extensions
19 of this project or on any other project. Any reuse without specific written verification and adoption by
20 CONSULTANT for the specific purposes intended will be at user's sole risk and without liability or
21 legal exposure and expenses to CONSULTANT, including attorney's fees arising out of such
22 unauthorized reuse.

23 CONSULTANT's records, documents, calculations, and all other instruments of service
24 pertaining to actual project shall be given to CITY at the completion of the project. The CITY reserves
25 the right to specify the file format that electronic document deliverables are presented to the CITY. If
26 agreement is terminated per Section 13, deliverables shall be provided based on Section 13
27 requirements.

28 **10. Indemnification.** Consultant agrees to defend, indemnify, and hold harmless the City,

1 its officers, representatives, agents, employees and volunteers from and against any and all claims,
2 demands, actions, losses, damages, injuries and liability (including attorney fees and other expenses)
3 arising out of the negligent acts, errors, omissions, recklessness or willful misconduct of
4 CONSULTANT in the performance of this Agreement.

5 **11. Insurance.** CONSULTANT shall, at its own expense, procure and maintain in full
6 force at all times during the term of this Agreement the following insurance:

7 **A. Commercial General Liability Coverage.** CONSULTANT shall maintain
8 commercial general liability insurance with limits of no less than one million dollars
9 (\$1,000,000) combined single limit per occurrence or two million dollars (\$2,000,000)
10 aggregate limit for bodily injury, personal injury, and property damage.

11 **B. Automobile Liability Coverage.** CONSULTANT shall maintain automobile liability
12 insurance covering all vehicles used in the performance of this Agreement providing a One
13 Million Dollar (\$1,000,000) combined single limit per occurrence for bodily injury, personal
14 injury, and property damage.

15 **C. Professional Liability Coverage.** CONSULTANT shall maintain professional
16 liability insurance with coverage for all negligent errors, acts or omissions committed by
17 CONSULTANT, its agents and employees in the performance of this Agreement. The amount
18 of this insurance shall be not less than five hundred thousand dollars (\$500,000) on a claims
19 made annual aggregate basis or a combined single limit per occurrence basis.

20 **D. Compliance with State Workers' Compensation Requirements.** CONSULTANT
21 covenants that it will insure itself against liability for Workers' Compensation pursuant to the
22 provisions of California Labor Code §3700, et seq. CONSULTANT shall, at all times, upon
23 demand of the City Council and properly authorized agents, furnish proof that Workers'
24 Compensation Insurance is being maintained by it in force and effect in accordance with the
25 California Labor Code.

26 **E. Other Insurance Provisions.** The policies are to contain, or be endorsed to contain
27 the following provisions:

28 (1) CITY, its officers, agents, employees, and volunteers are to be covered

1 as additional insureds as respects: Liability arising out of activities performed by or on
2 behalf of CONSULTANT and operations of CONSULTANT, premises owned,
3 occupied, or used by CONSULTANT. The coverage shall contain no special
4 limitations on the scope or protection afforded to CITY, its officers, officials,
5 employees, or volunteers.

6 (2) CONSULTANT'S insurance coverage shall be primary insurance with
7 respect to CITY, its officers, officials, employees, and volunteers. Any insurance, risk
8 pooling arrangement, or self-insurance maintained by CITY, its officers, officials,
9 employees, or volunteers shall be in excess of CONSULTANT'S insurance and shall
10 not contribute with it.

11 (3) Any failure to comply with the reporting provisions of the policy shall
12 not affect the coverage provided to the CITY, its officers, officials, employees, or
13 volunteers.

14 (4) The aforementioned policies shall be issued by an insurance carrier
15 having a rating of Best A-7 or better which is satisfactory to the City Attorney and
16 shall be delivered to CITY at the time of the execution of this Agreement or as
17 provided below. In lieu of actual delivery of such policies, a Certificate issued by the
18 insurance carrier showing such policy to be in force for the period covered by the
19 Agreement may be delivered to CITY. Such policies and certificates shall be in a form
20 approved by the City Attorney. Except for worker's compensation and professional
21 liability insurance, the policies mentioned in this subsection shall name CITY as an
22 additional insured and provide for thirty (30) days notice of cancellation to CITY. Said
23 policies shall not be canceled earlier than, nor the amount of coverage reduced earlier
24 than, thirty (30) days after the CITY receives notices from the insured of the intent of
25 cancellation or reduction.

26 **12. Suspension of Work.** CITY may, at any time, by ten (10) days' written notice,
27 suspend further performance by CONSULTANT. All suspensions shall extend the time schedule for
28 performance in a mutually satisfactory manner, and CONSULTANT shall be paid for services

1 performed and reimbursable expenses incurred prior to the suspension date. During the period of
2 suspension, CONSULTANT shall not receive any payment for services, or expenses, except for
3 reasonable administration expenses, incurred by CONSULTANT by reason of such suspension.

4 **13. Termination.** CITY may terminate this Agreement for any reason upon ten (10) days
5 written notice to the other party. CITY may terminate the Agreement upon five (5) days written notice
6 if CONSULTANT breaches this Agreement. In the event of termination, CONSULTANT shall
7 promptly deliver to the CITY any reports or other written, recorded, photographic, or visual materials
8 and other deliverables prepared for the CITY prior to the effective date of such termination. After
9 receipt of deliverables, CITY will pay CONSULTANT for the services performed as of the effective
10 date of the termination.

11 **14. Compliance with Civil Rights.** During the performance of this contract,
12 CONSULTANT agrees as follows:

13 **A. Equal Employment Opportunity.** In connection with the execution of this
14 Agreement, CONSULTANT shall not discriminate against any employee or applicant for
15 employment because of race, religion, color, sex, or national origin. Such actions shall include,
16 but not be limited to, the following: employment, promotion, upgrading, demotion, or transfer;
17 recruitment or recruitment advertising; layoff or termination; rate of pay or other forms of
18 compensation; and selection for training including apprenticeship.

19 **B. Nondiscrimination Civil Rights Act of 1964.** CONSULTANT will comply with all
20 federal regulations relative to nondiscrimination in federally assisted programs.

21 **C. Solicitations for Subcontractors including Procurement of Materials and**
22 **Equipment.** In all solicitation, either by competitive bidding or negotiations, made by
23 CONSULTANT for work to be performed under a subcontract including procurement of
24 materials or leases of equipment, each potential subcontractor, supplier or lessor shall be
25 notified by CONSULTANT of CONSULTANT'S obligation under this Agreement and the
26 regulations relative to nondiscrimination on the grounds of race, religion, color, sex, or
27 national origin.

28 **15. Independent Contractor.** In assuming and performing the services, CONSULTANT

1 is an independent contractor and shall not be eligible for any benefits, which the City may provide its
2 employees, except as expressly provided for in the Agreement. All persons, if any, hired by
3 CONSULTANT shall be employees or subcontractors of CONSULTANT and shall not be construed
4 as employees or agents of the City in any respect. CONSULTANT shall have responsibility for and
5 control over the means of providing services under this Agreement.

6 **16. Compliance with Laws.** CONSULTANT shall comply with all applicable Federal,
7 State of California, and local laws, rules, and regulations and shall obtain all applicable licenses and
8 permits for the conduct of its business and the performance of the services.

9 **17. Choice of Laws.** This Agreement shall be construed and interpreted in accordance
10 with the laws of the State of California, excluding any choice of law rules which may direct the
11 application of the laws of another jurisdiction.

12 **18. Non-Waiver.** The waiver by either party of any breach of any term, covenant, or
13 condition contained in the Agreement, or any default in their performance of any obligations under the
14 Agreement shall not be deemed to be a waiver of any other breach or default of the same or any other
15 term, covenant, condition, or obligation, nor shall any waiver of any incident of breach of default
16 constitute a continuing waiver of same.

17 **19. Enforceability.** In the event that any of the provisions or portions of application of
18 any of the provisions of the Agreement are held to be illegal or invalid by a court of competent
19 jurisdiction, CITY and CONSULTANT shall negotiate an equitable adjustment in the provisions of
20 the Agreement with a view toward effecting the purpose of the Agreement. The illegality or invalidity
21 of any of the provisions or portions of application of any of the provisions of the Agreement shall not
22 affect the legality or enforceability of the remaining provisions or portions of application of any of the
23 provisions of the Agreement.

24 **20. Integration.** The Agreement contains the entire agreement and understanding between
25 the parties as to the subject matter of this Agreement. It merges and supersedes all prior or
26 contemporaneous agreements, commitments, representation, writings, and discussions between
27 CONSULTANT and CITY, whether oral or written.

28 **21. Successors and Assigns.** CITY and CONSULTANT respectively, bind themselves,

1 their successors, assigns, and legal representatives. CONSULTANT shall not assign or transfer any
2 interest in the Agreement without the CITY's prior written consent, which consent shall be in the
3 CITY's sole discretion. Any attempted assignment or transfer in breach of this provision shall be void.

4 **22. Financial Records.** Records of CONSULTANT's direct labor costs, payroll costs,
5 and reimbursable expenses pertaining to this project covered by this Agreement will be kept on a
6 generally recognized accounting basis and made available to CITY if and when required.

7 **23. Notices.** All notices required hereunder shall be in writing and mailed postage prepaid
8 by Certified or Registered mail, return receipt requested, or by personal delivery to the CITY's address
9 as shown below, or such other places as CITY or CONSULTANT may, from time to time,
10 respectively, designate in a written notice given to the other. Notice shall be deemed received three (3)
11 days after the date of the mailing thereof or upon personal delivery.

12 To CITY

Robert Ovadia, PE, City Engineer
CED - Engineering Services
City of Concord
1950 Parkside Drive, MS/40
Concord, CA 94519-2578
Phone: (925) 671-3470
Fax: (925) 798-9692

16 To CONSULTANT

Vern Phillips, Senior Vice President
Harris & Associates, Inc.
1401 Willow Pass Road, Suite 500
Concord, CA 94520
Phone: (925) 827-4900
Fax: (925) 827-4982

20 **IN WITNESS WHEREOF**, the parties have executed this Agreement in one (1) or more
21 copies as of the date and year first written above.

22 **CONSULTANT**

CITY OF CONCORD, a Municipal Corporation

24 By: _____

By: _____

26 Name: Vern Phillips
27 Title: Senior Vice President
Address: 1401 Willow Pass Road, Suite 500
Concord, CA 94520
28 Telephone: (925) 827-4900

Name: Valerie Barone
Title: City Manager
Address: 1950 Parkside Drive
Concord, CA 94519
Telephone: (925) 671-3150

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APPROVED AS TO FORM:

ATTEST:

City Attorney

City Clerk

Date: _____, 2014

FINANCE DIRECTOR'S CERTIFICATION:

Concord, California

Date: _____, 2014

I HEREBY CERTIFY THAT ADEQUATE FUNDS EXIST OR WILL BE RECEIVED DURING THE CURRENT FISCAL YEAR 2013/14 TO PAY THE ANTICIPATED EXPENSES TO BE INCURRED PURSUANT TO THIS CONTRACT.

The Sum of **\$380,000**

Account Code 4029500C999 4022239111 74500

Finance Director's Signature

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**CENTRAL CONCORD PEDESTRIAN IMPROVEMENTS
AND STREETScape PROJECT**

PJ 2239

PROPOSAL FOR ENGINEERING SERVICES

HARRIS & ASSOCIATES



FEBRUARY 5, 2014

CENTRAL CONCORD PEDESTRIAN IMPROVEMENTS STREETScape PROJECT

TASK, PHASE, DESCRIPTION	STAFF	HARRIS & ASSOCIATES					TOTALS
		PM HOURS	Senior PE HOURS	PE HOURS	CL HOURS	(OTHER) HOURS	
1.0 PROJECT MANAGEMENT (Phase 021)							
1.1 Subconsultant Management		12	8		6		
1.2 Monthly Progress Reports		4	12		6		
1.3 Public Meetings (Assume 3)		12	12	8	8		
SUBTOTAL HOURS		28	32	8	20	0	88
SUBTOTAL DOLLARS		\$5,320	\$4,320	\$1,000	\$1,500	\$0	\$12,140
2.0 INVESTIGATION (Phase 022)							
2.1 Kick-off Meeting		4	4	4	2		
2.2 Information Gathering and Evaluation Mapping and Topo Survey, see sub costs		8	24	32	8		
2.3 below also		2	12	40			
2.4 Traffic Analysis and Signal Design, see sub costs below also		1	4	6			
2.5 Pavement Testing and Analysis, see sub costs below also		3	6	1			
2.6 Utility Mapping and Coordination		1	12	24	8		
2.7 Potholing for utilities, see sub costs below also		2	4	8			
2.8 Curb Ramp investigation		8	32	54			
2.9 C3 Stormwater Analysis		4	10	16			
SUBTOTAL HOURS		33	108	185	18	0	344
SUBTOTAL DOLLARS		\$6,270	\$14,580	\$23,125	\$1,350	\$0	\$45,325
3.0 PRELIMINARY DESIGN (Phase 025)							
Preliminary Design (35%), see sub costs							
3.1 for landscaping below also		8	130	160			
3.2 Prelim. Est. of Probable Constr. Cost		8	12	24			
3.3 Outline Specifications		2	8	8	1		
3.4 Basis of Design Report		12	40	18	6		
3.5 Quality Review		8					
3.6 Environmental Review, see sub costs below also			4	8	4		
3.7 Review Meeting		4	4	4			
SUBTOTAL HOURS		42	198	222	11	0	473
SUBTOTAL DOLLARS		\$7,980	\$26,730	\$27,750	\$825	\$0	\$63,285
4.0 FINAL DESIGN (Phase 027)							
4.1 Final Design Develop. (65% and 95%)		24	80	160			
4.2 Specs /Contract Docs (65% and 95%)		4	40	20	12		
4.3 Est. of Prob Constr. Cost (65% and 95%)		6	10	12			
4.4 Quality Review (65% and 95%)		10					
4.5 Review Meetings, assume 2 meetings		6	6	6	2		
4.6 Final Contract Documents (PS&E)		12	32	40	4		
SUBTOTAL HOURS		62	168	238	18	0	486
SUBTOTAL DOLLARS		\$11,780	\$22,680	\$29,750	\$1,350	\$0	\$65,560
5.0 BID PERIOD SERVICES (Phase 028)							
5.1 Pre-Bid Meeting		4	4				
5.2 Answer Bidders' Questions		8	8	4			
5.3 Addenda Assist, 2 addenda assumed		6	12	12	5		
5.4 Analyze Bids		1	3	2			
SUBTOTAL HOURS		19	27	18	5	0	69
SUBTOTAL DOLLARS		\$3,610	\$3,645	\$2,250	\$375	\$0	\$9,880
6.0 DESIGN SERVICES DURING CONSTRUCTION (Phase 029)							
6.1 Preconstruction Meeting		4	4		2		
6.2 Design Assistance Allowance		24	50	60	24		
6.3 Field Visits (Assume 6 visits)		12	12				
SUBTOTAL HOURS		40	66	60	26	0	192
SUBTOTAL DOLLARS		\$7,600	\$8,910	\$7,500	\$1,950	\$0	\$25,960
A. HARRIS HOURS AND COST							
HOURS PER POSITION		224	599	731	98	0	
HOURLY RATE (TYPICAL)		\$190	\$135	\$125	\$75		
HARRIS SUBTOTAL COST		\$42,560	\$80,865	\$91,375	\$7,350	\$0	\$222,150

CENTRAL CONCORD PEDESTRIAN IMPROVEMENTS STREETScape PROJECT

TASK, PHASE, DESCRIPTION	STAFF	HARRIS & ASSOCIATES					TOTALS
		PM HOURS	Senior PE HOURS	PE HOURS	CL HOURS	(OTHER) HOURS	
B. SUBCONSULTANT COST		ROLE		Task	FEE		
Chaudhary, Inc.		Topographic Survey		2.3	\$25,140		
LSA		Environmental		2.3	\$31,440		
HSI		Pavement testing & analysis during design		2.5	\$25,000		
Gates + Associates		Landscape Architect		2.0,3.0,4.0	\$19,000		
Fehr and Peers		Traffic and Signal Design		2.4	\$20,495		
Eric Sandel Associates		Electrical for Decorative Tree Lighting		2.0,3.0,4.0	\$13,000		
Subtronic, Inc		Utility Potholing			\$8,500		
SUBCONSULTANT TOTAL COST:						\$142,575	
C. SUBCONSULTANT MARK-UP (10 %)						\$14,258	
D. HARRIS DIRECT COST (printing of submittal packages)						\$1,017	
E. TOTAL COST FOR TEAM (NOT-TO-EXCEED BASIS):						\$380,000	
See the attached assumptions to this fee est.							

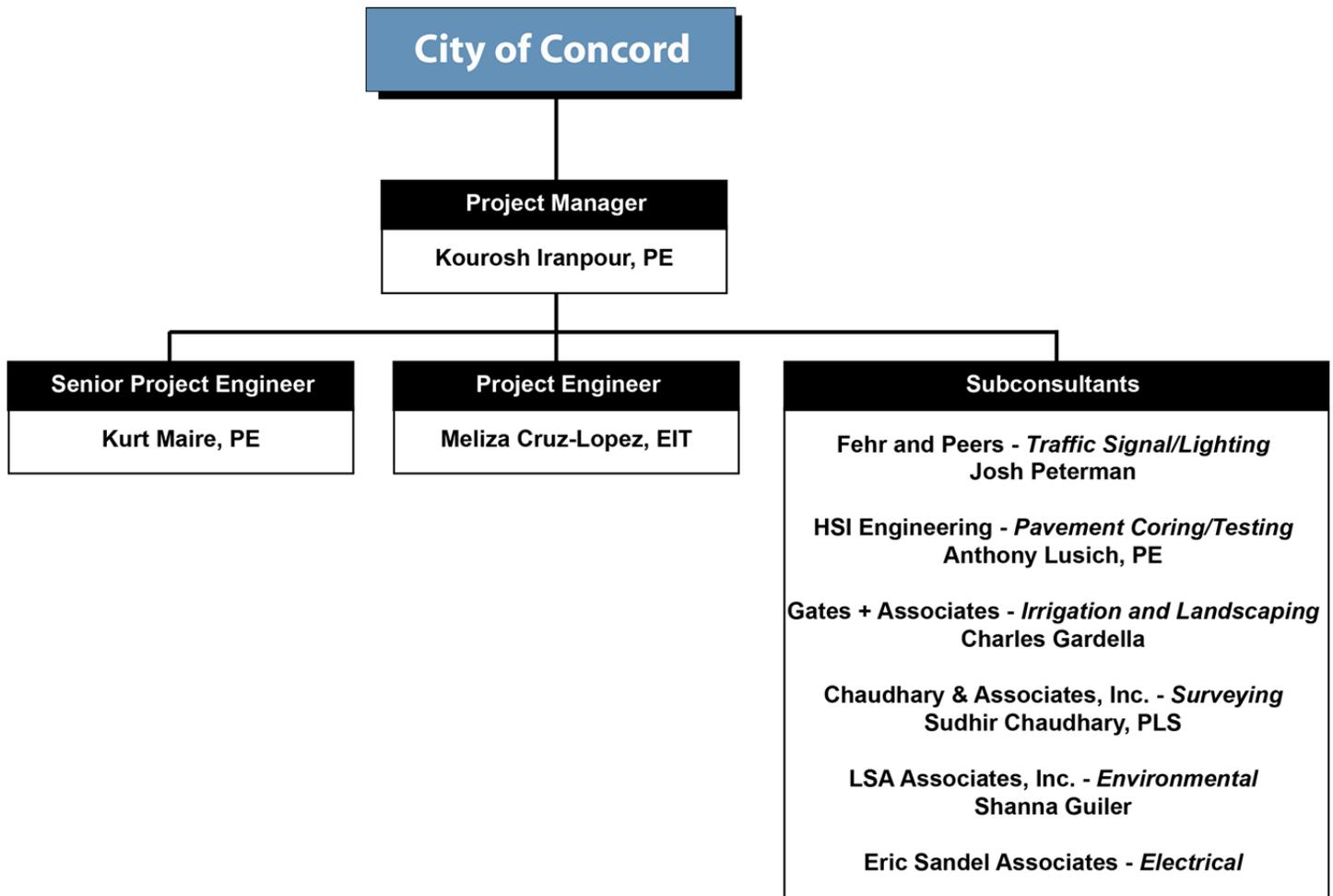
ASSUMPTIONS UPON WHICH COST PROPOSAL IS BASED:

1 Plan Sheet List:

Description	SCALE	# Sheets
1 Title and Signature Sheet	None	1
2 Notes	None	1
3 Typical Cross-sections	Various	1
4 Roadway Layouts	20	10
5 Drainage Plans and Profiles	20	3
6 Intersection Details, Willow Pass and Concord/Clayton	20	4
7 Intersection and cross walk improvements, 27 sites	20	6
8 Curb Ramp Plans and Std Details	20	4
9 Construction Details	Various	2
10 Traffic Signal Notes, Details and Abbrev.	None	1
11 Traffic Signal Plan	40	1
12 Traffic Signal Equipment and Conductor Schedule	None	1
13 Lighting Plan	40	1
14 Planting Plans	20	4
15 Irrigation Plans	20	4
16 Landscape and Irrigation Details	Various	1
17 Signing and Striping, Willow Pass and Concord/Clayton	40	6
18 Traffic Handling Plans- assume 2 stages	100	8
19 Tree Lighting Plans	40	2
20 Tree Lighting Details and single line diagrams	Various	1
21 Misc. Improvements, light pole refinish, bike lane sign, kiosk, ect	Various	1
SUBTOTAL	N/A	63
Cross Sections - 18 per sheet (For Information)	tbd	7
TOTAL PLAN SHEETS	N/A	70

- 2 Hours and fee are subject to adjustment during scoping session with agency.
- 3 Hours and fee for individual tasks are a guide; the total hours and cost for the project takes precedence.
- 4 Hours and fee may be renegotiated if the project is delayed by factors beyond Harris' control.
- 5 We assume a construction cost estimate of approximately \$3.3 Million, which was provided by the agency.
- 6 City will perform the following tasks:
 - Access to available drawings
 - Printing of Bid documents for advertisement and construction
- 7 The following tasks are available by Harris as negotiated additional services:
 - Construction Staking
 - Construction management and inspection services.
- 8 Utility companies will design their relocations, if any are needed.
- 9 The number of budgeted meetings is indicated on the spreadsheet.
- 10 Printing of final bid documents will be by agency (or Harris at cost plus 10%). Harris will provide deliverables as detailed in Section 4.6 of the Scope of Work
- 11 Agency will approve Basis of Design (BOD) Report (with comments) and authorize Harris to proceed with final design
- 12 Agency comments at each review stage will be presented to Harris on one consolidated set of marked up documents
- 13 Redesign required due to changes made by Agency after BOD Report approval are subject to additional fee to Harris & Associates
- 14 Coordination with property owners, if any, will be done by the City.
- 15 All improvements will be within City right-of-way.
- 16 No power and communication lines will be required for bike lockers.
- 17 No boundary survey will be conducted by Harris team.

Project Team



Harris Team Staffing

Kourosh Iranpour, PE, will be the Project Manager responsible for all coordination with the City and overall subconsultant management activities. He is a specialist in all types of pavement rehabilitation and streetscape techniques and will perform all project quality assurance and control. Kourosh will be your direct point of contact.

Kurt Maire, PE, will be the Senior Project Engineer. Kurt has 6 years experience in roadway and utility design and is currently working for the City on the Phase 1 and 2 Downtown Sewer and Streetscape Projects. He will be responsible for the design of all roadway, streetscape and crosswalks, and the other miscellaneous features of the project.

Meliza Cruz-Lopez, EIT, will be the Project Engineer in charge of drawing production and coordination with the survey and utility locating work. She is also currently working with the City for the Phase I and 2 Downtown Sewer and Streetscape Improvement projects.

Subconsultants

Fehr and Peers - Traffic Signal and Lighting

Fehr & Peers specializes in providing transportation planning and engineering services to public and private sector clients. They emphasize the development of creative, cost-effective, and results-oriented solutions to planning and design problems associated with all modes of transportation. They offer specialized expertise within transportation including:

- Bicycle & Pedestrian Planning
- Traffic Engineering
- Land Use & Transportation Planning
- Traffic Operations & ITS
- Travel Demand Forecasting
- Transit Planning

HSI Engineering - Pavement/Coring Testing

HSI Engineering is a specialty-consulting firm focused solely on solving pavement engineering and related constructability challenges through the use of pavement recycling and chemical stabilization of the existing structural section. HSI brings over 30 years of engineering experience in the design, testing, QC inspection and forensic evaluation for the rehabilitation of existing pavements.

HSI Engineering's core strength is pavement rehabilitation projects. They specialize in all type of pavements, from high Traffic Index (TI=12) routes, to airports, to local roads, to parking lots. Their experience addresses all pavement rehabilitation techniques with emphasis on issues of sustainability, constructability and QC confirmation to provide clients with the best approach to meet their needs.

Their project experience includes all types of pavement rehabilitation and reconstruction, including hot-in-place and cold-in-place recycling, FDR, and traditional methods of remove and replace. Besides providing engineering evaluation and design optimization, HSI provides cost and value engineering analysis, thus insuring that the best pavement rehabilitation option is chosen. Their design methods have been utilized on hundreds of new and existing pavements throughout California. A project example follows below.

Gates + Associates - Irrigation and Landscaping

Gates + Associates is a 25-person Landscape Architecture, Urban Design and Land Planning firm located in San Ramon. Established in 1977, they became a Women-Owned Business Enterprise (WBE) in 2008. Their lasting success is due to a unique blend of strong design skills, sensitivity to the influence of environmental and cultural settings, understanding of construction realities, and true commitment to consensus building.

Gates + Associates have seen hundreds of acres of our projects built throughout the Bay Area. They often participate in the bidding and construction administration components of our projects, which, combined with close relationships with the maintenance departments of many jurisdictions, provides them with an informed understanding of the cost realities of design decisions in terms of both construction and long-term maintenance and operations. They understand the importance of durability, vandal resistance and longevity of materials in public landscapes

Chaudhary & Associates, Inc. - Surveying

Chaudhary & Associates has an established reputation of providing engineering and land surveying services. The firm has worked with Harris on a number of important Concord projects including the Downtown Sewer and Streetscape Project. They represent more than 450 years of experience on public and private sector projects throughout California providing

design, right-of-way, and construction surveying services for sanitary sewer, drainage and flood-control facilities, and other public works projects.

LSA Associates, Inc. – Environmental

LSA is an employee-owned firm offering its clients professional excellence, reliability and continuity since 1976. LSA has a staff of more than 200, with 9 offices located in California and one in Colorado. The Point Richmond office employs 40 professionals. LSA will provide Environmental Analysis for the project. This area of expertise has been the cornerstone of LSA's professional practice and continues as one of the firm's key practice areas. LSA's environmental staff includes expert practitioners of the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA); we have prepared over 3,600 Environmental Impact Reports (EIRs) and Environmental Impact Statements (EISs).

Eric Sandel Associates - Electrical

ESA was started in December, 1985 and has had considerable success attracting both public utility agencies and private companies as clients. It is professionally licensed (electrical) in California, Nevada and Oregon and offers the services of its motivated and highly knowledgeable principal and staff for applications over the entire range of electrical design, control and telemetering systems and SCADA. Our experience has been broad, ranging from designs, plans and specifications to complete, turn-key systems. It includes development of technical bid specifications, job-site inspections and acceptance testing and commissioning.

PROJECT UNDERSTANDING & APPROACH

From our review of the proposal, discussions with City staff and extensive field investigation, we know there are three principal areas of pedestrian and streetscape improvements.

1. Clayton Road Pedestrian Safety Upgrades
 - A. Install a new traffic signal and two new crosswalks with safety lighting on Clayton Road at Sutter Street.
 - B. Irrigation and landscaping in the median area with low maintenance plants.
2. Willow Pass Road Pedestrian Improvements
 - A. Reconstruct and widen the sidewalk on Willow Pass running in front of the Park & Shop Shopping Center from Gateway Blvd. to Sutter Street.
 - B. Install decorative crosswalks in five intersections at; Market Street, Gateway Boulevard, Fry Way, Sutter Street and Galindo Street.
 - C. Complete rehabilitation of the asphalt pavement in the entire intersection on Willow Pass Road from Market to Galindo.
 - D. Construct new ADA ramps as required.
3. Downtown Streetscape Improvements
 - A. Miscellaneous enhancements for pedestrians near BART including:
 - i. Wayfinder Kiosks on Grant Street for BART pedestrians
 - ii. Tree lighting on Grant Street from Park to Willow Pass
 - iii. Bike lockers and trash receptacles
 - iv. Refinishing on several light poles in the corridor
 - B. Crosswalks, ADA compliant curb ramps and intersection improvements at 27 locations in the downtown area.
 - C. Striping improvements on Broadway Street, Salvio Avenue and Grant Street to provide new class III bike lanes.

Funds for the project are primarily from a Contra Costa County Measure J Grant of approximately \$3.3 million, with some additional funds from the City for the tree lighting in Todos Santos Plaza.

ISSUES AND APPROACH

From our preliminary investigations we have identified a couple important issues that we will need to address during the design phase and our approach with resolving them.

Clayton / Concord Boulevard Intersection Improvements

For the traffic signal design, Fehr & Peers will create a traffic model (Synchro v.7) of the intersection to be used to develop appropriate phasing and signal timing. We will use AM and PM peak hour count data from the City for the model. It is assumed that the signal would operate in two phases, the first serving through traffic on Clayton Road and the second serving the Clayton Road pedestrian crossing, left-turns onto Sutter Street, and right-turns from Sutter Street. An

additional option would include an additional phase for the currently prohibited left-turns from Sutter Street onto Clayton Road if the City desires.

The traffic signal plans will include connection to the existing signal interconnect on Clayton Road. The design will include intersection safety lighting and will meet the latest requirements and City preferences regarding ADA accessibility. We will prepare a photometric analysis for City review, in order to determine appropriate lighting for the intersection.

Plans, specifications, and cost estimates will be developed using the applicable Caltrans Standard Plans and Specifications provided by the City of Concord.

We will complete electrical load calculations, ground fault calculations, and will coordinate with PG&E at both locations to design the new point of connection and ensure existing service distribution facilities can accommodate additional load. We will also prepare and submit applications for service for the intersection.

Median landscaping and regrading of island improvements will require a minimalist approach to conserve the budget that has been allocated from the grant funds. Gates + Associates, our landscape architect, has reviewed the site and has a palate of low-maintenance plants and a pathway scheme to save capital construction costs and ongoing maintenance.

The proposed improvements provide opportunities to:

- Reflect Concord’s commitment to sustainable landscape systems.
- Announce entry to downtown.
- Create a pedestrian-friendly environment.
- Provide opportunities for public art in the future.
- Potential for storm water treatment.

In developing the landscape solution, it is essential that the design reflect the unique Concord character and recognize the limitations on maintenance staff.

Pathway lighting will be analyzed by Fehr & Peers along the proposed pedestrian path between Concord Boulevard and Clayton Road. They will prepare a photometric analysis along the path to meet industry standard pathway lighting standards, including appropriate cut-off and shielding of the light source.

Willow Pass Road Rehabilitation

Impacts to businesses in and around Park & Shop Shopping Center will be a big concern and public notification and outreach will be important for the success of the project. As we did for the Downtown Sewer and Streetscape Project, we will assist at informational meetings and contribute website for project updates. We’ve found that being proactive with public relations diffuses negative perceptions about the project.

Maximizing the pedestrian sidewalk and re-landscaping the north side of Willow Pass Road will be a challenge with the numerous trees and utility vaults along the corridor. But we see opportunities with not only making a wider pathway but also installing “rain gardens” for storm water quality improvements. Gate + Associates have recently implemented this innovative technique for the City of San Pablo on San Pablo Avenue which is similar to Willow Pass Road as a major arterial in a busy commercial district.

To minimize construction costs and accelerate the time of construction in a very busy part of the City, we will immediately discuss the use of FDR as option to traditional remove and replacement of the roadway section. As such, we have teamed with HSI, Inc., a specialist in FDR and other pavement rehabilitation techniques. With approximately 3,600 lf of roadway to be rehabilitated with large 5 intersections, our approach will be to do a study as part of our Basis of Design Report which will investigate the advantages and disadvantages of each alternative. Preliminarily we estimate there could be a savings of approximately \$1,000,000 and save 3 weeks of construction time. We've included a spreadsheet analysis of this exercise in the appendix.

Rehabilitated Intersection and Crosswalk Treatment

To enhance the neighborhood appearance and safety, 27 intersections are proposed to have rehabilitated cross walks and intersection improvements, as well as the 6 intersections of new paving in Willow Pass. We know from our current two-year Sewer and Streetscape Program that the City was not happy with the appearance and the maintenance issues of the concrete banded brick pavers. Because of that dissatisfaction, we investigated and ultimately designed and constructed the intersection in front of John Muir Hospital off East Street with a salmon color “stamped asphalt” called StreetPrint, which was economical and relatively easy to maintain. For the intersections in this project we will provide at least 3 alternative designs for the City to choose from. These may include thermoplastic color enhancement such as Dura Therm, Traffic Patterns XD or others.

Class III Bike Lanes on Grant and Broadway

The City intends to designate portions of Grant Street and Broadway as new Class III bikeways.

These are intended to provide continuity to the bikeway system from BART thorough the downtown businesses and over to Market Street. As a Class III facility these are shared facilities, either with motor vehicles on the street, or with pedestrians on sidewalks, and in either case bicycle usage is secondary. Typically Class III facilities are established by placing Bike Route signs along roadways and this is what we intend to do for this project.

Miscellaneous Improvements in the BART Corridor

To create a welcoming atmosphere for our residents and visitors going to and from the Concord BART Station, the City is proposing the following:

- Tree lighting
- Upgraded trash/recycle depositories
- Wayfinder-kiosks
- Refinishing of light poles along Grant Street

These improvements are straightforward, but we did some investigation into the tree lighting which may be a consideration during the design. In conversations with the Parks Program Manager, Steve Voorhies, he mentioned that the lighting in Todos Santos Plaza should be looked at when the Grant Street lighting is being programed. Over the years there are gaps in the lighting in the plaza that could be addressed here. And the design of the conduits and junction boxes need to recognize that the trees will grow over the conduits making it nearly impossible to remove them. We included Eric Sandel and Associates for electrical design assistance and he has done similar decorative lighting for the Town of Truckee.

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<i>Scope of Work for Central Concord Pedestrian Improvements & Streetscape Project</i> City of Concord			
TASK	OUR APPROACH	YOUR BENEFIT	DELIVERABLE
1.0 PROJECT MANAGEMENT			
1.1 Subconsultant Management	We will coordinate the activities of our seven subconsultants making sure they meet the schedule for deliverables. We will also notify the City immediately regarding any subconsultant scope, budget or schedule issues that come up during design	We have specifically selected our team members for this project because of their excellent record of performance on previous projects. The City will receive timely, state-of-the-art expertise.	Notes of each coordination meeting highlighting agreed-upon action items.
1.2 Monthly Progress Reports	A brief progress report will accompany each monthly Harris invoice. It will discuss budget and schedule status, issues resolved and unresolved, and “next steps”.	You will have a continuous written record of our progress and documentation of issues.	Monthly status report.
1.3 Public Meetings, 3 meetings assumed	Meetings with neighborhood groups, Todos Santos and Park & Shop businesses, and City Council to present and discuss project information and solicit design feedback.	We are very experienced in making public and City Council presentations and can assist City Staff with graphics and computer simulations for traffic and landscaping.	Meeting presentation, materials and equipment; and meeting notes.
2.0 INVESTIGATION PHASE			
2.1 Kick-off Meeting	We will meet with staff to confirm the scope of work, schedule, budget, and availability of project documents; review project goals and conceptual designs; discuss format of deliverables; and clarify responsibilities of each party. Maintenance staff is invited to express their knowledge and preferences early in the investigation.	This meeting will ensure that all parties will understand all aspects of the work <i>before</i> any work begins. Important data may be discovered when all groups come together and this information will be made known early.	Meeting agenda and notes with contact names and information, action items and tentative schedule determined.

<i>Scope of Work for Central Concord Pedestrian Improvements & Streetscape Project</i> City of Concord			
TASK	OUR APPROACH	YOUR BENEFIT	DELIVERABLE
2.2 Information Gathering and Evaluation	<p>We will gather existing background information about the project including:</p> <ul style="list-style-type: none"> - Traffic reports - Preliminary design data - Mapping and aerial photographs - Utility locations - Monumentation - Funding and permit information - City contract documents <p>This activity will require assistance from City staff in researching documents and resolving design parameters and project issues Our landscape designer will conduct a site inventory and analysis and will require City assistance in discussing site opportunities. These opportunities, will in turn, be discussed with the Neighborhood per Task 1.3.</p>	We attempt to collect all data at project inception to facilitate preliminary design and avoid costly redesign due to unknown circumstances.	List of requested documents.
2.3 Mapping and Topographic Surveying	Our Subconsultant Chaudhary, Inc, will perform a field survey and prepare topographic mapping based on NAD 83, California Coordinate System, Zone 3. Right-of-Way at the property line of Park and Shop on Willow Pass Road will be determined from available maps and Assessors Map information, not requiring title report information. See their more detailed scope attached in the Appendix.	Provides you with accurate base map of the construction areas. We will supplement this survey with survey information we currently have on the Sewer and Streetscape Projects saving the City money and time.	Base mapping in 1-inch equals 20 feet scale. Base mapping will show property lines along street frontages (Willow Pass Road and Clayton/Sutter Traffic Signal location) and all other project locations as needed.
2.4 Traffic Analysis and Signal Design	Our subconsultant Fehr and Peers, will perform a site traffic review of the Clayton / Concord intersections and make recommendations for signal improvements for the preliminary design layout. They will review our preliminary design layout from a traffic	A traffic engineer that is very familiar with City requirements is used to design the project so there will be no "learning curve" to slow them down.	Traffic Analysis and Recommendations (to be included in the Basis of Design Report)

<i>Scope of Work for Central Concord Pedestrian Improvements & Streetscape Project</i>			
City of Concord			
TASK	OUR APPROACH	YOUR BENEFIT	DELIVERABLE
	flow / safety point of view. See their more detailed scope attached in the Appendix.		
2.5 Pavement Analysis and Testing	Our subconsultant HSI, will perform pavement analysis by deflection testing and coring . We assume the City will provide a traffic index. A report will recommend pavement overlay design, including all applicable pavement rehab alternatives including FDR. See their more detailed scope attached in the Appendix.	Pavement analysis recommendations are received before design proceeds, to avoid re-design. We have already done a preliminary analysis showing FDR could save the City over \$1 million in construction costs.	Pavement Analysis Report with cost and schedule projections. (to be included in the Basis of Design Report)
2.6 Utility Mapping and Coordination	We will contact each utility regarding its facilities, to identify potential conflicts and most importantly, to make sure they do not have any scheduled maintenance planned in the areas we will be placing new paving. We will follow up with utility companies near design completion and provide them with final plans and construction schedule. Electronic detection to verify locations and potholing for precise utility locations would be an additional service.	We will alert utility companies to the City's project at kickoff stage so that they may perform any excavations they need to in advance of the street work.	Copies of correspondence with utilities. Surface utility locations on base maps.
2.7 Potholing for Utilities	To verify shallow utilities our subconsultant, Subtronic, Inc, will perform 2 days of potholing on Willow Pass Road, which should be sufficient for confirming depths for approximately 10 utilities. See their more detailed scope attached in the Appendix	This is enable us to determine if FDR is a viable candidate for pavement rehabilitation on Willow Pass Road and the cost implications for working around shallow utilities.	Record of pothole information
2.8 Curb Ramp Investigation and Decorative Asphalt treatment at Intersections	We will determine the need for curb ramp upgrades at all 27 intersections in the Central Area of Concord and on Willow Pass Road to confirm they meet ADA requirements. We will design improvements as we have done for the City's Sewer and Streetscape Project. This	All curb ramps will be compliant with ADA requirements at all 27 intersections and design time and costs are reduced by using this simplified approach.	Ramp plans and detail designations on the contract drawings sufficient to construct curb ramps improvements per current ADA standards on Willow Pass Road, all 27 downtown

Scope of Work for Central Concord Pedestrian Improvements & Streetscape Project City of Concord			
TASK	OUR APPROACH	YOUR BENEFIT	DELIVERABLE
	<p>approach does not perform a detailed design for each ramp, but will give an area to be improved and a Type Ramp designation for each.</p> <p>We will also provide the City with at least 3 alternate decorative treatments to assist in choosing an appropriate one for the 27 intersections and a Willow Pass Road.</p>		intersections and all ramps located within the footprint of the Clayton Road,/Concord Blvd/Sutter Street Traffic Signal.
2.9 C3 Stormwater Analysis	We will confirm the need for C3 Stormwater mitigation and analyze any requirements needed which would be caused by this construction.	We will determine C3 regulatory requirements early which could affect the layout of the pathway on Willow Pass Road if bio swales or other mitigation measures are required.	Writeup in Basis of Design Report to include references to all applicable regulatory requirements
3.0 PRELIMINARY DESIGN PHASE			
3.1 Preliminary Design (35 Percent)	<p>We will submit a preliminary layout plan for review and comment by City and others. Final design will not proceed until the preliminary layout is approved by the City.</p> <p>Our landscape designer, Gates+Associates, will develop landscaping and irrigation for the pathway in Willow Pass Road, and Clayton Ave. See their more detailed scope attached in the Appendix</p>	The 35 percent design will present good information for making early decisions on the later design stages. This will help avoid changes and expensive redesign later. Ultimately, the City saves money by addressing issues early in the design process.	Preliminary title sheet, plan layouts with utilities, typical sections and details. A table will be included listing each plan sheet in the 35% package. See sheet list below.
3.2 Preliminary Estimate of Probable Construction Cost	A preliminary estimate of probable cost will be provided in the Basis of Design Report. We will utilize the resources of our expert design and construction management staff to provide current, realistic construction costs. Portions allocated to various fund sources will be identified, if appropriate.	We involve our construction managers in our cost estimating due to their current knowledge.	Preliminary itemized cost estimate, segregated by street if required by the City..

<i>Scope of Work for Central Concord Pedestrian Improvements & Streetscape Project</i> City of Concord			
TASK	OUR APPROACH	YOUR BENEFIT	DELIVERABLE
3.3 Outline Specifications	At the 35 percent stage, we will prepare outline contract documents for review and comment by City staff. The first specification submittal will be in outline format. Specifications will be based upon City of Concord and Caltrans standard documents.	The Harris team is very familiar with the City Front End documents and Caltrans technical specifications for FDR, street signal and lightings. We will incorporate funding requirements to ensure the project will be reimbursed.	Table of Contents, draft bid items, boiler-plate front end and measurement and payment descriptions for each bid item in the Engineer's Estimate consistent with the Technical Specifications.
3.4 Basis of Design Report	The Basis of Design Report will accompany our preliminary design submittal. It will discuss issues (both resolved and unresolved), enumerate design parameters to be met, and discuss each (if any) conceptual alternative being considered. The purpose of the Basis of Design Report is to serve as a checkpoint in the design process. After City staff approves the report's contents, formal final design will proceed.	We consider this a significant "check point" in the design process. All parties must agree on the various elements of the BDR in order to keep costs and schedule on target.	Basis of Design Report.
3.5 Quality Review	Prior to the preliminary phase submittal, all plans and documents will be reviewed by Harris' Quality Manager.	Helps reduce City review time.	N/A.
3.6 Environmental Review	Our subconsultant, LSA, will perform environmental work in compliance of CEQA requirements. It is assumed that after their Initial Study a Mitigated Negative Declaration or Notice of Exemption document will be prepared. See their more detailed scope attached in the Appendix	Takes the guesswork out of City staff environmental document processing.	Initial Study and Mitigated Negative Declaration or Notice of Exemption
3.7 Review Meeting	At a meeting with City staff, we will discuss our preliminary design and Basis of Design Report. A preferred alternative will be selected for each element and final design will proceed after approval from the City.	The Report will clearly state the items, which must be reviewed, resolved, and concurred with at this meeting.	Meeting notes with future action items identified.

<i>Scope of Work for Central Concord Pedestrian Improvements & Streetscape Project</i>			
City of Concord			
TASK	OUR APPROACH	YOUR BENEFIT	DELIVERABLE
4.0 FINAL DESIGN PHASE			
4.1 Final Design Development	We will submit plan sets for review at the 65 and 95 percent stage. Each submittal will incorporate all comments received at the previous stage. Plans will comply with the City's format requirements. We request one set of consolidated City comments for each submittal, returned to Harris within a pre-agreed review period. Final grading design will commence once the City has review and approved the preliminary layout.	Each subsequent submittal will include refinements and additional details and AutoCAD facilitates this design process.	Review plan sets at 65 and 95 percent completion stage including striping, and construction staging sheets. The City's red-line markups will also be returned.
4.2 Specifications and Contract Documents	At the 65 and 95 percent stage, we will prepare draft contract documents for review and comment by City staff.	Draft contract documents for review prior to going out to bid.	Contract documents, at the 65 and 95 percent stages Specifications will include all information/attachments necessary for bid Advertisement, (prevailing wage info will be put in the final specifications)
4.3 Estimate of Probable Construction Cost	Spreadsheets will be provided at the 65 and 95 percent stage, identifying take-off quantities, unit costs, and cost estimates for each element of the project. If appropriate, bid alternates may be incorporated. Costs will also be shown by funding source if required.	Harris design and construction engineers will provide current cost data from previous project experience and company cost estimate databases.	Cost estimates at 65 and 95 percent stage.
4.4 Quality Review	Prior to each submittal, all plans and documents are reviewed by an independent in-house quality reviewer at Harris.	Quality review ensures document accuracy and completeness, and reduces necessary City review time.	
4.5 Review Meeting	At a meeting with City staff, we will discuss each review submittal.	Meeting to discuss City review comments ensures the City understood Harris' plans, and Harris understands the City's requested changes.	Meeting notes.

<i>Scope of Work for Central Concord Pedestrian Improvements & Streetscape Project</i> City of Concord			
TASK	OUR APPROACH	YOUR BENEFIT	DELIVERABLE
4.6 Final Contract Documents (PS&E)	After staff reviews and comments on the final draft documents, we will revise as needed and resubmit reproducible of plans and contract documents for bidding by the City. A final, detailed engineer's estimate of probable construction cost will be provided. Plans will be prepared on standard City title block sheets. AutoCAD and MS Word disks and project calculation sheets will be turned over for City files.	The final contract documents will incorporate all City pre-final review comments.	We will deliver a "bid ready" complete package of contract documents. Plans: 1 full size set of signed Mylars, 2 full size sets on Bond Paper. Specifications: 2 complete hard copies, 1 CD with single PDF file, and Word file of properly formatted Special Provisions.
5.0 BID PERIOD SERVICES			
5.1 Pre-Bid Meeting	We will attend a pre-bid meeting scheduled by the City to answer questions from prospective bidders.	The designers' participation at this meeting shows the City's partnering approach, expedites answering questions, and should result in better bid results.	Meeting notes and agenda including a list of questions asked.
5.2 Answer Bidders Questions	We will answer questions from bidders through City staff during the advertising period. We will log questions and provide City with documented responses.	Assistance with design intent related questions.	Log of questions received and answers given, for City to distribute if appropriate.
5.3 Addenda Assistance, assumes 3 addenda	We will prepare any required technical or design-related addenda for distribution by the City.	Eliminates City staff needs to issue addenda.	Addenda input for City's use in issuing 3 addenda.
5.4 Analyze Bids	We will analyze all bids and make written recommendations to the City concerning award of the construction.	Reduces staff burden; ensures designer's input.	Written findings and recommendations.

<i>Scope of Work for Central Concord Pedestrian Improvements & Streetscape Project</i> City of Concord			
TASK	OUR APPROACH	YOUR BENEFIT	DELIVERABLE
6.0 DESIGN SERVICES DURING CONSTRUCTION			
6.1 Preconstruction Meeting	We will attend the preconstruction meeting scheduled by the City to answer questions from the contractor awarded the project.	Harris' participation shows partnering approach, facilitates answering questions promptly, reduces staff's burden.	
6.2 Design Assistance Allowance	The Harris team will review contractor submittals and shop drawings and provide comments/recommendation regarding their approval. We will also respond to RFI's and provide the City with the necessary documentation for change order processing. We have estimated the time effort based on our experience on similar roadway and street enhancement projects.	Reduces staff burden; ensures designer's input; plus provides critical review of the change order request in order to reduce change order costs.	Written response and recommendation for change orders and shop drawing submittals.
6.2 Field Visits, assumes 6 visits	As appropriate, Harris team members will attend regularly scheduled meetings with the City's Construction Manager to discuss construction progress and any required revisions to design.	Reduces staff burden; ensures designer's input throughout the construction of the project.	Brief letter reports of observations and any follow-up actions

Plan Sheet List:					Included in 35% submittal
	Description	SCALE	# Sheets		
1	Title and Signature Sheet	None	1		1
2	Notes	None	1		
3	Typical Cross-sections	Various	1		1
4	Roadway Layouts	20	10		10
5	Drainage Plans and Profiles	20	3		
6	Intersection Details, Willow Pass and Concord/Clayton	20	4		
7	Intersection and cross walk improvements, 27 sites	20	6		6
8	Curb Ramp Plans and Std Details	20	4		4
9	Construction Details	Various	2		
10	Traffic Signal Notes, Details and Abbrev.	None	1		
11	Traffic Signal Plan	40	1		1
12	Traffic Signal Equipment and Conductor Schedule	None	1		
13	Lighting Plan	40	1		1
14	Planting Plans	20	4		4
15	Irrigation Plans	20	4		4
16	Landscape and Irrigation Details	Various	1		
17	Signing and Striping, Willow Pass and Concord/Clayton	40	6		
18	Traffic Handling Plans- assume 2 stages	100	8		
19	Tree Lighting Plans	40	2		2
20	Tree Lighting Details and single line diagrams	Various	1		
21	Misc. Improvements, light pole refinish, bike lane sign, kiosk, ect	Various	1		1
	SUBTOTAL	N/A	63		
	Cross Sections - 18 per sheet (For Information)	tbd	7		
	TOTAL PLAN SHEETS	N/A	70		35

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Proposed Schedule

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Survey

Subconsultant

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Chaudhary & Associates



December 16, 2013
#13-12-990(111)

Mr. Vern Phillips
Harris & Associates, Inc.
1401 Willow Pass Road, Suite 500
Concord, CA 94520

Re: PJ2239 Central Concord Pedestrian
Improvement and Streetscape Project
Sub: Topographic Mapping

Dear Mr. Phillips:

Thank you very much for asking Chaudhary & Associates to provide topographic mapping services for the subject project. The following is our understanding of the scope of work:

TASK 1: Scope of Work - Willow Pass Road

The City of Concord intends to construct sidewalk, intersection and pavement rehabilitation on Willow Pass Road from Galindo Street to Market Street. Chaudhary & Associates has already prepared mapping from Galindo Street to Mira Vista Terrace, additional mapping to cover from Mira Visa Terrace to Market Street approximately 3,000± LF. Mapping to include the following planimetric features:

1. Mapping limits from BSW to BSW on Willow Pass Road.
2. All curb returns at the intersections within mapping limits.
3. All manholes (no inverts), WV's, utility boxes, signal lights.
4. Trees' 6" and over.
5. Cross-sections every 50'.
6. Best fit right of way from available records. Right of way determination is not included in this Task.
7. Existing striping.

Deliverables: AutoCad drawing and point file.

Fee for Task 1 is..... \$17,780.00

TASK 2: Scope of Work Clayton Road / Sutter Street

City of Concord intends to install safety lighting, traffic signal, curb ramps, medians, and pavement rehabilitation. Mapping to include the following planimetric features:

1. Mapping limits 100'± South Sutter Street and 400'± North of Ashbury on Clayton Road, 500'± North from Sutter Street along Concord Boulevard from BSW to BSW.





ENGINEERS
SURVEYORS
INSPECTORS

- 2. All curb returns at the intersections within mapping limits.
- 3. All manholes (no inverts), water valves, utility boxes, signal lights.
- 4. Trees' 6" and over.
- 5. Existing striping.

Deliverables: AutoCad drawing and point file.

Schedule Task 1 & Task 2: We can start field work within 48-hours from Notice to Proceed, weather permitting and provide the mapping within four weeks from that date.

Fee for Task 2 is \$ 7,360.00

Chaudhary & Associates has the staff available to proceed with both tasks within 48-hours from Notice to Proceed.

Again, thank you for the opportunity to provide you with this proposal and allowing Chaudhary & Associate to continue our professional services with Harris & Associates. Please do not hesitate to call me at (707) 255-2729 should you have any questions.

Sincerely,

CHAUDHARY & ASSOCIATES, INC.
A California Corporation

Sudhir K. Chaudhary, P.L.S.
Vice President

SKC:jb



Traffic Engineering

Subconsultant – Fehr & Peers



ATTACHMENT A: SCOPE OF WORK

This scope of work outlines the effort to prepare plans, specifications, and construction cost estimates (PS&E) for the proposed traffic signal at the Clayton Road/Sutter Street intersection associated with the Central Concord Pedestrian Improvements & Streetscape Project in the City of Concord. This scope includes design of the traffic signal and intersection lighting. Fehr & Peers recently developed two applications on behalf of the City of Concord for the One Bay Area Grant (OBAG) program, both of which were successful in receiving funding. One of the projects included bike lanes through downtown Concord on Concord Boulevard and Clayton Road that terminated at the proposed Sutter Street/Clayton Road intersection. We bring our local knowledge gained during the OBAG experience to this project.

Task 1 – Data Collection and Analysis

Fehr & Peers will review available as-built plans from the City for the existing street lighting in the project vicinity. We will also review available topographical mapping.

A detailed field reconnaissance of the project site will be conducted noting pertinent features such as existing street lighting equipment, pavement markings, roadway signs, visible utilities, adjacent land uses, driveways, pedestrian/bicycle facilities, bus stops, and landscaping. We will also verify as-built information and identify potential sight distance limitations.

Task 2 – Design

Traffic Signal

Based on the information from Task 1, Fehr & Peers will prepare plans for the traffic signal at Concord Boulevard/Sutter Street. The traffic signal plan will include connection to the existing signal interconnect on Clayton Road. The design will include intersection safety lighting and will meet the latest requirements and City preferences regarding ADA accessibility. We will prepare a photometric analysis for City review, in order to determine appropriate lighting for the intersection.

Plans, specifications, and cost estimates will be developed using the applicable Caltrans Standard Plans and Specifications provided by the City of Concord.

We will complete electrical load calculations, ground fault calculations, and will coordinate with PG&E to design the new point of connection and ensure existing service distribution facilities can accommodate additional load. We will prepare and submit applications for service for the intersection.

We anticipate three submittals (65%, 95% and 100%) for review, followed by the Final wet-signed plan set. Additional submittals will be made on a time & materials basis with prior written authorization. The plan set will contain up to four sheets. Three copies of plans will be submitted for each round of review.

We will attend up to two review meetings with City staff to review comments.

Deliverables for each submittal:

General Notes, Details, and Abbreviations

Traffic Signal Plan

Traffic Signal Equipment and Conductor Schedules

Draft technical special provisions

Engineer's estimate of construction costs

Task 3 – Design Support during Bidding and Construction

We will provide a total of twenty (18) staff hours to provide bidding and construction support as needed. Typical tasks requested in bidding and construction support may include:

- Answer inquiries from the Contractor.
- Answer inquiries from the Contractor.
- Evaluate proposed change orders to the electrical plans made by the Contractor.

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Utility Potholing

Subconsultant - Subtronic, Inc

Subtronic Corporation

Phone: 925-228-8771

Fax: 925-228-8737

5031 Blum Road #2

Martinez, CA 94553

Estimate

Estimate # **15560**

Date of Estimate 12/19/2013

BILL TO:

Harris & Associates
 1401 Willow Pass Road, Suite 500
 Concord CA 94520
 827-4900 fax 827-4982
 Attn: Kurt Maire ext. 1176

ESTIMATE TO:P.O. #:

SURVEYOR	JOB DATE	DAY	TIME	TERMS
				Net 30

DESCRIPTION	QTY	COST	TOTAL
<p>PROJECT LOCATION: Central Concord Pedestrian and Streetscape Project, Concord, CA</p> <p>AREA OF WORK: Vacuum Excavation of 12 proposed potholes.</p> <p>SCOPE OF WORK: We will provide vacuum excavation utility location (potholing) services at the above location, depths are anticipated to be relatively shallow.</p> <p>METHODOLOGY: The utility will be exposed using vacuum excavation. The point of excavation will be marked by others. Measurements will be taken to the top of the utility. Excavated material will be removed from site, the pothole will be backfilled with Class 2 AB, compacted and the surface hot asphalted where applicable.</p> <p>INCLUSIONS: We will:</p> <p>a. Provide all special equipment, skilled personnel and supplies necessary to perform designation and utility location services utilizing air/vacuum, dust controlled soil extraction methods.</p> <p>b. Acquire all necessary permits from the District, City, County or other jurisdiction to work in the streets, roads and right of ways associated with the above project. The actual</p>			

I accept the above offer and terms of payment, please schedule an appointment.
 Signature _____ Date _____

TOTAL

*This quotation is subject to our Specification and Standard Conditions of Contract.
 CA License # 940232*

Subtronic Corporation

Phone: 925-228-8771

Fax: 925-228-8737

5031 Blum Road #2

Martinez, CA 94553

Estimate

Estimate # **15560**

Date of Estimate 12/19/2013

BILL TO:

Harris & Associates
 1401 Willow Pass Road, Suite 500
 Concord CA 94520
 827-4900 fax 827-4982
 Attn: Kurt Maire ext. 1176

ESTIMATE TO:

P.O. #:

SURVEYOR	JOB DATE	DAY	TIME	TERMS
				Net 30

DESCRIPTION	QTY	COST	TOTAL
cost of each permit will be charged directly to client c. Comply with all applicable subsurface utility damage prevention laws, including pre-marking prospective work areas and notify USA 48 hours prior to start of work. d. Provide traffic control, including materials, labor and equipment, in accordance with the requirements of the appropriate jurisdictions. e. Neatly cut and remove existing pavement, generally 12" square for depths to 10 feet. f. Remove the soil above the utility using vacuum excavation and compressed air to loosen the material, in order to safely expose the top of the utility. g. Measure to 1/10 of one foot to the top of the utility from original ground surface. h. Backfill and compact with Class 2 AB and re-surface with hot asphalt in paved areas. i. Furnish and install PK nails and/or high visibility "whiskers" or stakes directly above the center-line of the utility. j. Provide a table that indicates the utility reference number, description of the utility including size and material where ascertainable and depth to top of the utility.			

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TOTAL

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 CA License # 940232*

Subtronic Corporation

Phone: 925-228-8771

Fax: 925-228-8737

5031 Blum Road #2

Martinez, CA 94553

Estimate

Estimate # **15560**

Date of Estimate 12/19/2013

BILL TO:

Harris & Associates
1401 Willow Pass Road, Suite 500
Concord CA 94520
827-4900 fax 827-4982
Attn: Kurt Maire ext. 1176

ESTIMATE TO:P.O. #:

SURVEYOR	JOB DATE	DAY	TIME	TERMS
				Net 30

DESCRIPTION	QTY	COST	TOTAL
<p>ASSUMPTIONS:</p> <p>1. We assume access will be granted to all places requiring admission for the purpose of exposing and identifying the utilities. 2. Subtronic will be responsible for all traffic control, permit applications and site clean-up.</p> <p>3. In the event a utility is mislocated and not found as marked, Subtronic will be compensated for the work performed in accordance with the rate schedule and the depth excavated. 4. We assume all potholes are in asphalted areas and require to be hot-patched after backfill.</p> <p>PRESENTATION: Utility descriptions and depths will be presented in table form.</p> <p>COMPENSATION: For work performed as described above including equipment, personnel and travel costs for the sum of:</p>			
Mark areas in white for USA. Plan traffic control and obtain permits.	1	450.00	450.00
Mobilization/Demobilization.	1	300.00	300.00
Each pothole up to four feet	12	300.00	3,600.00
Each 1/4 foot or part thereof between 4' & 5' depth	8	12.00	96.00
Each 1/4 foot or part thereof between 5' & 7' depth	0	30.00	0.00

I accept the above offer and terms of payment, please schedule an appointment.
 Signature _____ Date _____

TOTAL

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Subtronic Corporation

Phone: 925-228-8771

Fax: 925-228-8737

5031 Blum Road #2

Martinez, CA 94553

Estimate

Estimate # **15560**

Date of Estimate 12/19/2013

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Harris & Associates
 1401 Willow Pass Road, Suite 500
 Concord CA 94520
 827-4900 fax 827-4982
 Attn: Kurt Maire ext. 1176

ESTIMATE TO:P.O. #:

SURVEYOR	JOB DATE	DAY	TIME	TERMS
				Net 30

DESCRIPTION	QTY	COST	TOTAL
Each 1/4 foot or part thereof beyond six inches depth of asphalt.	8	20.00	160.00
Disposal of material removed from potholes. Per ton	1.2	55.00	66.00
Transportation of material removed from potholes - hourly	2	250.00	500.00
Permits (Assume a no fee permit)	0	750.00	0.00
Hot patch asphalt	12	150.00	1,800.00
Traffic Control: 2 flagpersons per day (if required)	3	500.00	1,500.00
This estimate is good for 60 days.			
Insurance Coverage:			
General Liability: \$1,000,000 per occurrence			
\$ 2,000,000 aggregate			
Excess/Umbrella Liability: \$5,000,000			
Worker's Comp: \$1,000,000 Employer's Liability			
Professional Liability: \$1,000,000 per claim			
\$2,000,000 annl aggr.			
Automobile:\$1,000,000 Combined Single Limit			

I accept the above offer and terms of payment, please schedule an appointment.
 Signature _____ Date _____

TOTAL**\$8,472.00**

This quotation is subject to our Specification and Standard Conditions of Contract.

CA License # 940232

Environmental Analysis

Subconsultant - LSA, Inc

SCOPE OF WORK

CEQA DOCUMENTATION SERVICES CENTRAL CONCORD PEDESTRIAN IMPROVEMENTS AND STREETSCAPE PROJECT

Proposed Project: The City of Concord (City) proposes pedestrian safety upgrades on Clayton Road, pedestrian improvements on Willow Pass Road, and downtown streetscape improvements on various streets in the downtown area. The proposed project includes the following:

- A traffic signal and secure crossings at Clayton Road and Sutter Street.
- Wider sidewalks, seat walls to accommodate pedestrians and colored concrete intersection improvements to provide visibility for pedestrians.
- Streetscape enhancements in the downtown area including bicycle signage and storage facilities on Grant Street near BART, crosswalk upgrades and repairs, wayfinder kiosks, additional trash and recycling receptacles and safety and atmosphere lighting.

All improvements would be located within existing City right of way, the proposed project would not accommodate additional traffic, and no buildings would be demolished for the project. No other development than that described above would be associated with the project.

Approach: LSA will evaluate the proposed project in order to meet the requirements of the California Environmental Quality Act (CEQA). This scope of services assumes that LSA will prepare a Mitigated Negative Declaration (MND) supported by an Initial Study (IS) for the proposed project. As the lead agency, the City would be responsible for noticing the IS/MND and for the distribution of reports to regulatory agencies and the public.

The proposed scope of work and budget are attached. LSA anticipates that no significant, unavoidable environmental impacts would be associated with the project; therefore, an IS/MND is expected to be the appropriate CEQA document for the project. However, if it is determined during the environmental review process that the project would result in significant impacts which cannot be mitigated through redesign of the project or by following standard requirements, LSA would recommend that an EIR be prepared. In that case, revisions to the scope and budget would be required.

Task 1 - Project Initiation and Start Up Meeting/Site Visit

LSA will meet with Harris Associates and the City of Concord to discuss project characteristics, design requirements, environmental implications, and the need for mitigation measures. As part of this meeting LSA will identify relevant information and data needs and discuss the desired schedule for the environmental review process. LSA staff will visit and photograph the project area and its surroundings to document existing conditions and site features and confirm information provided in previous studies.

Task 2 - Review Available Information

LSA will assemble and review all pertinent data provided by the City for preparation of the IS/MND, as well as any other relevant technical studies and documents. Such documents include, but are not

limited to, project description, project plans, boundary definition, and planning documents. The IS/MND will incorporate technical information prepared by LSA related to biologic and cultural resources, as described below.

Task 3 - Project Description

LSA will use a complete project description provided by Harris Associates and the City for assessing the environmental impacts of the proposed project. The project description will include a description of the proposed locations for improvements, access, grading, construction, ongoing maintenance and timing for the proposed project. LSA will include relevant plans or diagrams as provided by Harris Associates.

Task 4 - Technical Studies

Based on our initial review of the project, technical studies will be needed to adequately address the following disciplines under CEQA:

Biological Assessment

The following tasks will be conducted to assess the potential for impacts to biological resources:

- **Review Literature.** An LSA biologist will review the available existing literature documenting biological resources, including aerial photographs, the California Native Plant Society (CNPS) Inventory and the California Natural Diversity Database (CNDDDB) to determine if there are reported occurrences of special-status plants or animals or sensitive habitats on or in the vicinity of the project site.
- **Biological Survey.** LSA will conduct a biological reconnaissance survey to inventory current site conditions and assess the potential for occurrence of species listed as threatened or endangered under the State and Federal Endangered Species Acts, and other special-status plant and animal species that will be addressed under California Environmental Quality Act (CEQA). LSA will map biological resources, including any trees that might be affected by the streetscape improvements, and evaluate potential impacts.
- **Prepare IS/MND Section.** An LSA biologist will prepare responses to IS questions related to biological resources using information from the above tasks on the occurrence of sensitive habitats or special-status species on the site. We will recommend appropriate avoidance and mitigation measures for potential impacts to special-status species and/or natural communities, as applicable. A stand-alone report will not be prepared.

Cultural Resources

LSA will conduct background research consisting of a records search and literature review; complete a field survey; and contact the Native American Heritage Commission. LSA will also conduct a paleontological locality search and geological map review to assess effects on paleontological resources, in accordance with CEQA and the City of Concord General Plan. If needed, LSA will provide management recommendations to avoid or reduce adverse impacts to cultural/paleontological resources, and incorporate all findings into the IS/MND. A stand-alone technical memo will not be prepared. The proposed project, because of the nature of the improvements and their potential visual signature on streetscapes, may require consideration of these indirect effects; this could entail a

greater extent of analysis than proposed in this scope of work. This scope of work assumes that (1) no federal requirements or Caltrans documentation will need to be addressed; and (2) that no eligibility evaluations to determine the significance of resources will be prepared. If these assumptions prove incorrect, LSA will provide these additional services under an augmented scope and budget.

Task 5 - Prepare Administrative Draft Initial Study

An Administrative Draft of the Initial Study will be prepared. LSA will recommend mitigation measures as necessary to avoid/minimize potential environmental impacts. The Initial Study document will be based on the CEQA Checklist (Appendix G of the CEQA Guidelines) and any pertinent City environmental review guidelines. LSA will respond to and evaluate each topic in the checklist. Environmental analysis will be based on available information and the technical studies, as described above in Task 4. One draft copy of the Administrative Draft IS will be submitted to Harris Associates for review prior to forwarding to the City.

Task 6 - Prepare Public Review Draft Initial Study/Mitigated Negative Declaration

LSA will revise the Administrative Draft Initial Study based on comments provided by Harris Associates and the City. A Mitigated Negative Declaration will be prepared and attached to the accompanying revised Initial Study for distribution to the public and agencies. A total of 10 copies of the documents will be produced, along with one copy suitable for reproduction. LSA will prepare the Notice of Availability (NOA) of the IS/MND.

Task 7 - Response to Comments/Mitigation Monitoring Program

LSA will respond to agency and public comments about the contents of the IS/MND. The final responses to these comments will be provided in a memo addressed to the City of Concord. If a large number of substantive comments are received requiring more than the budget allocated below, additional budget will be requested. CEQA does not require responses to comments for a Mitigated Negative Declaration; however, this task is included to help address any CEQA related concerns from public agencies and the public.

LSA will prepare a Mitigation Monitoring and Reporting Program (MMRP) as needed, for any mitigation measures that are to be adopted as part of the final project. LSA will identify responsibility for monitoring each mitigation measure, along with monitoring triggers and reporting frequency, subject to approval by staff. A checklist will be prepared listing these items and providing a column for verification of compliance. The MMRP will be submitted with the Administrative Draft IS/MND. The final MMRP will be included in the final MND submitted to the City for adoption.

Task 8 - Attend Public Meetings/Hearings and Project Management

LSA staff will be available throughout the environmental review process via phone and electronic communication to gather information, to review progress, to discuss staff comments and to offer advice and input on the project. The cost estimate assumes attendance at one meeting during the preparation of the IS/MND and one public hearing for the City's consideration/adoption of the CEQA document. Attendance at additional meetings may require a budget adjustment, or can be authorized on an hourly basis.

Assumptions

LSA has made the following assumptions in the preparation of this scope of work:

12/20/13 (C:\Users\Vern\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\PRSK742A\Concord Scope of Work.doc)

- A Mitigated Negative Declaration will be the appropriate environmental document for the project under CEQA.
- No cultural resources will be identified as a result of the archival and field review. In the event that any cultural resources are identified, a contract augment will be necessary to document and report on the resource(s) as required by the State Office of Historic Preservation (i.e., recording on State of California Department of Parks and Recreation forms DPR 523, as well as describing, photographing, and mapping the cultural resource[s]). The cultural/paleontological work will involve no subsurface investigation. There will be no evaluations of cultural resources within or adjacent to the study area.
- Protocol-level special-status species surveys will not be needed.
- The project will not impact any jurisdictional wetlands or water features, and wetland delineation and regulatory permit applications will not need to be prepared.

BUDGET

The attached budget shows the level of effort assumed for responding to public comments. Should an unexpectedly large volume of comments be submitted or comments necessitate substantial effort (e.g. new research or analysis) we will require an adjustment in the budget to cover work beyond the specified level.

Task	Cost
Task 1. Project Initiation	\$1,760
Task 2. Review Available Information	\$1,560
Task 3. Project Description	\$970
Task 4. Technical Studies	
Biological Resources (findings incorporated into IS/MND)	\$5,085
Cultural Resources (findings incorporated into IS/MND)	\$5,675
Task 5. Prepare Administrative Draft Initial Study	\$6,610
Task 6. Prepare Public Review IS/MND	\$3,110
Task 7. Response to Comments/Mitigation Monitoring Program	\$2,630
Task 8. Attend Meetings/Telephone Conference Calls/Public Hearings	\$1,980
Subtotal Labor	\$29,380
Reimbursable	\$2,060
Total	\$31,440

Landscape Architecture

Subconsultant

–

Gates + Associates

SCOPE OF SERVICES

Central Concord Pedestrian Improvement and Streetscape Projects, Landscape Architectural Services

I. Clayton Road / Sutter Street Traffic Signal Improvement Project Understanding:

The proposed improvements provide opportunities to:

- Reflect Concord's commitment to sustainable landscape systems.
- Announce entry to downtown.
- Accommodate future path
- Provide opportunities for public art.
- Potential for storm water treatment.

In developing the landscape solution, it is essential that the design reflect the unique Concord character and recognize the limitations on maintenance staff.

DESIGN DEVELOPMENT:

\$1,800

1. Work with Design Team and city staff to identify project parameters, preferred plant materials, irrigation equipment, maintenance staff preferences, desired character, sightlines and power/water connections, etc.
2. Field reconnaissance to evaluate existing trees, character of streetscape and view considerations.
3. Prepare illustrative plan with images of proposed plant material (optional photo simulation)
4. Work with Design Team to insure design recommendation are consistent with project budget.
5. Present exhibits to Concord Design Review Board (DRB).

CONSTRUCTION DOCUMENTS (electronic):

\$3,200

1. Build on DRB input, work with Design Team to prepare 65% PS&E, including:
 - a. planting plan and detail
 - b. irrigation plan and detail
 - c. technical specifications
2. Respond to City comments to prepare 95% PS&E.
3. Respond to City comments to prepare Final package.

CONSTRUCTION SUPPORT:

\$1,200

1. RFI and submittal review.
2. Site visit to review installed punch list.

II. Willow Pass Road Rain Gardens**Pedestrian and Landscaping Improvement along Park & Shop Frontage**

- Enhance pedestrian experience.
- Explore opportunities to incorporate storm water treatment into streetscape improvements.
- Convert lawn areas to low maintenance, drought tolerant plant material.

DESIGN DEVELOPMENT:

\$3,000

1. Field reconnaissance to evaluate feasibility of retaining and removing existing landscape and irrigation, including evaluating interface with adjacent landscape on Park and Shop site and opportunities for rain garden.
2. Work with Design Team and city staff to identify project parameters, preferred plant materials, irrigation equipment, maintenance staff preferences and power/water connections, etc.
3. Work with Design Team to develop thematic seat wall / fence to accommodate slopes with widening.
4. Prepare illustrative plans, sections and photo simulation to communicate design recommendations.
5. Meet with property owner's representative and maintenance contractor and adjacent property to identify repairs for landscape and irrigation.
6. Work with Design Team to develop details consistent with project budget.
7. Present exhibits at (1) Concord Design Review Board meeting (DRB).

CONSTRUCTION DOCUMENTS (electronic):

\$8,100

1. Building on DRB input, work with Design Team to prepare 65% PS&E to be integrated into current work scope CD package:
 - a. layout plan for seatwall / ornamental fencing
 - b. planting plan and detail, including repairs to adjacent property landscaping.
 - c. irrigation plan and detail
 - d. details for fencing and seatwall (structural by others)
 - e. planting and irrigation technical specifications
 - f. coordinate with Engineer on rain garden design and impact of improvements on existing trees
2. Respond to City comments to prepare 95% PS&E.
3. Respond to City comments to prepare Final package.

CONSTRUCTION SUPPORT:

\$1,200

1. Provide RFI and submittal review.
2. Provide site visit and punch list review for landscape areas

Assumptions:

- Photo simulation depicting "before and after" conditions (\$500 each).
- Arborist services and Tree Survey no included.
- All materials provided electronically.

TOTAL**\$18,500+
reimbursables**

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